



Holly Springs Town Council
7:00 PM **Tuesday, July 21, 2020**

Regular Meeting
Holly Springs Town Hall Council Chambers
128 S. Main Street, 2nd Floor

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Invocation
4. Adjustment and approval of July 21, 2020 meeting agenda

PUBLIC COMMENT PERIOD Notes on the Comment Period -Due to the current restrictions on mass gatherings, public comment will be received in writing and delivered to the Mayor and Council Member prior to this meeting.

RECOGNITIONS

5. Proclamation Recognizing the League of Women Voters 100th Anniversary
6. Recognition of Shook Construction, Inc. for Volunteer Service to the Town

PUBLIC HEARINGS

7. Refinancing of the W.E. Hunt Recreation Center
8. Financing of Avent Ferry Sewer Force Main
9. Calvert Sports Academy and Development Center 20-DP-06 / 20-SEU-04 / 20-VARTC-03 / 20-VARTC-04

CONSENT AGENDA

10. Approve the minutes of June 16, 2020 and June 22, 2020 Business Meetings.
11. Monthly Budget Amendment Report
12. Transfer of Asset Forfeiture Funds to Police Department's Operating Budget
13. Parks & Recreation Water Fountain Purchase
14. Memorandum of Agreement for Wake County owned land at 1317 N. Main Street
15. Supplemental Bond Order for Water & Sewer Bond Refunding

NEW BUSINESS

16. Avent Ferry Road Widening (GB Alford to Ralph Stevens-TOHS Eng. Proj. 12-003)
17. Adoption of a Portion of Woodfield Deadend Road

OTHER BUSINESS

MANAGER'S REPORT

CLOSED SESSION

ADJOURNMENT

In accordance with ADA regulations please contact the Town Clerk's office at least 48 hours before the meeting to request an auxiliary aid or service needed to participate in this meeting:

linda.mckinney@hollyspringsnc.us 919-557-3900



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7:00 PM **Tuesday, July 21, 2020**

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128 S. Main Street, 2nd Floor

MINUTES

The Holly Springs Town Council met in regular session on Tuesday, July 21, 2020 in person and via video conferencing. Mayor Sears presided, calling the meeting to order at 7 p.m. A quorum was established as the Mayor and five Council members were present as the meeting opened.

Council Members Present: Mayor Sears, Mayor Pro Tem Dan Berry, Councilmen Peter Villadsen, Shaun McGrath and Aaron Wolff, and Councilwoman Christine Kelly.

Council Members Absent: none.

Staff Members Present in Chambers: Randy Harrington, *Town Manager*; Daniel Weeks, *Assistant Town Manager*; Scott Chase, *Assistant Town Manager*; John Schifano, *Town Attorney*; Linda McKinney, *Town Clerk* (recording the minutes); Mark Andrews, *Communication and Marketing*; Jeff Wilson, *Director IT*; Gina Clapp, *Director of Planning & Zoning*; Rachel Jones, *Engineering*; Aaron Levitt, *Engineering*; LeeAnn Plumer, *Director Parks and Recreation*; Adam Huffman, *Parks and Recreation*; Patty Dressen, *Interim Director of Finance*; Jessica McMillan, *Interim Police Chief*; Mike Stone, *Police Department*; Matthew Mutter, *IT*; Kathy White, *Deputy Town Clerk*.

Staff Members Present via video conferencing: Cassie Hack, *Director Communications and Marketing*; Tamara Ward, *Communications and Marketing*; Kendra Parrish, *Executive Director, Utilities & Infrastructure Services*; Irena Krstanovic, *Director Economic Development*; and Leroy Smith, *Fire Chief*.

2. and 3. The Pledge of Allegiance was recited followed by an invocation by Pastor Jahmar Cobb of Oak Grove Missionary Baptist Church.

4. Agenda Adjustment: The July 21, 2020 meeting agenda was adopted with changes, if any, as listed: none.

The Council did not make a formal motion to adopt the agenda, but adopted it *de facto* by proceeding, and no objection was raised.

Public Comment: Public Comment was requested in writing prior to the meeting. The following number of comments was received and provided to the Council prior to the meeting: one letter requesting the underlying causes of the pothole at the entrance to Braxton Village be repaired when the street is repaired; one email stating that the iceplex should have solar panels and electric vehicle charging stations.

Copies of these comments are attached to these minutes.

5. Proclamation Recognizing the League of Women Voters 100th Anniversary

Councilwoman Kelly said that she was proud to be a member of the Wake County League of Women Voters, and said the Town wished to honor the League of Women Voters on their 100th Anniversary. The celebration was delayed due to the outbreak of the COVID-19 pandemic, but she was happy that Ms. Dianna Wynn, President of the Wake County League of Women Voters was present to receive the Proclamation. The League of Women Voters was founded in February 1920 as a merger of the National Council of Women Voters and the National American Woman Suffrage

Association, six months before the 19th amendment was passed recognizing women's right to vote. Originally only women could join the League, but in 1973 the Charter was modified to include men. One hundred years later, the League focuses on issues such as the importance of the US Census, immigration rights, the environment, as well as continuing their mission to ensure transparency and fight against voter suppression. They sponsor Vote 411, and raise awareness of early voting sites. They are a trusted, nonpartisan, grass roots organization that works to protect and strengthen voting rights.

She then presented the Proclamation, and invited Ms. Wynn to say a few words.

Ms. Wynn said that 2020 was a huge year, the centennial of the 19th amendment and the 100th anniversary of League of Women Voters. Women won the right to vote 100 years ago, and the LWV was founded by the suffragists who fought for that right. The LWV had many plans for this year, a presidential election year, LWV's centenary, etc. But they didn't plan for the pandemic and everything that came with it. But, she said, from 1918 to 1920, the suffragists were surviving their own pandemic. So the League continues its mission: Encouraging people to register to vote, to have a plan to vote, whether by absentee ballot or early voting, or on Election Day. She thanked the Council for their service to the community during such a challenging time, and for their recognition of the League of Women Voters.

6. Recognition of Shook Construction, Inc.

Adam Huffman, Parks and Recreation, said that Shook Construction, Inc. has been working for approximately one year on the odor control project at the Wastewater Treatment Plant. They offered to perform a community outreach service for the Town. Town staff identified a greenway mulching project at Bass Lake Park as one viable option. Shook reviewed several Town submissions and ultimately chose to pursue the Bass Lake Trail project. In early June, they began working on the section of the Bass Lake Greenway that was damaged by Hurricane Matthew. The four day project included removing debris and doing minor grading work, laying new fabric and spreading mulch (about 120 cubic yards), and furnishing and installing two benches along the trail. They provided the material, tools, and equipment, as well as the labor. They did a great job repairing the trail and many users are happy to have the trail open, after being closed since October 2016. Mr. Huffman said that the Town would like to honor Shook Construction, and Mr. Huffman asked Riley Tolen, Vice President, and Jay Powelson, Project Engineer to come forward. He read the words of the plaque and presented it to them.

Randy Harrington, Town Manager said that in his 20 year career, he has never come across a company that volunteered to do major work in the community on a volunteer basis. He wanted to recognize that core value in their company, and thank them on behalf of the Town.

7. Public Hearing: Refinancing of the W. E. Hunt Recreation Center

Patty Dressen, Interim Finance Director, said that at their June 22, 2020 meeting Council adopted a Resolution authorizing Town officials to continue the process to refinance the W. E. Hunt Recreation Center, asking the Local government Commission (LGC) for its required approval. Refinancing municipal debt is a common and best practice approach when lower interest rates provide an opportunity to lower a municipality's overall debt service. The original amount of the loan was \$6,524,000. The anticipated new interest rate is 1.6%, down from 5.2%, which would give the town an anticipated savings of up to \$500,000. The life of the loan remains the same, through FY2027-28, and the balance is \$3,070,118. She said the savings may represent reimbursement to the Town for prior expenses on project costs, and some may be used to pay financing expenses or to provide any appropriate reserves.

With that explanation given, Mayor Sears opened the public hearing. The following input was received: none.

Mayor Sears then closed the public hearing.

8. Public Hearing: Financing of Avent Ferry Sewer Force Main

Patty Dressen, Interim Finance Director, said that this public hearing is another step required by General Statutes and the NC Local Government Commission (LGC) for the refinancing or issuance of new debt. The hearing was advertised in the News and Observer. The issuance of new debt is necessary to fund the Avent Ferry Sewer Force Main project. The Avent Ferry Sewer Force Main project is 1.4 miles long, and replaces an existing 8" line with an 18" liner. The project will relieve pressure and allow the existing pump station to reach pump rates which will service the projected number of single family homes within the basin. The Town is considering preliminary determination to finance up to \$4,000,000 through installment financing. The anticipated rate for financing is approximately 2%. The project budget and final loan documents will be presented for approval at a later Council meeting.

With that explanation given, Mayor Sears opened the public hearing. The following input was received: none.

Mayor Sears then closed the public hearing.

9. Public Hearing: Calvert Sports Academy and Development Center 20-DP-06 / 20-SEU-04 / 20-VART-03 / 20-VART-04

Gina Clapp, Director Planning and Zoning, said that this was a quasi-judicial hearing for a special exception use. The applicant has requested that the advertised public hearing be continued to the August 18, 2020 Town Council meeting because the required Fire Flow Analysis has not been completed.

Mayor Sears then opened the Public Hearing.

Van Crandall, 4813 Salem Ridge Road, Holly Springs, said he was speaking as a citizen, and not as a member of the Planning Board. He spoke in favor of solar panels and EV charging stations at the Calvert Sports Academy. He suggested a partnership with SolSmart to evaluate the feasibility of such.

Action: Motion to continue public hearing to August 18, 2020.

Motion by: McGrath
Second by: Berry
Vote: Unanimous

Consent Agenda

The Council passed a motion to approve all items on the Consent Agenda. The motion carried following a motion by MPT Berry, a second by Councilman Kelly and a unanimous vote. The following actions were affected:

10. Minutes – The Council approved minutes of the Council Business meetings held June 16, 2020 and June 22, 2020.

11. Monthly Administrative Budget Amendment Report – The Council received a report of monthly administrative budget amendments approved by the Town Manager. *A copy of the budget amendment report is attached to these minutes.*

12. Transfer of Asset Forfeiture Funds to Police Department's Operating Budget – The Council approved a budget amendment transferring \$38,612.00 from Asset Forfeiture funds to the

Police Department's General Fund operating budget. *A copy of the budget amendment is attached to these minutes.*

13. Parks and Recreation Water Fountain Purchase - The Council approved a budget amendment transferring \$9,860 from the Parks and Recreation Reserve Fund to the department operating budget for the purchase of two (2) water fountains to be installed along town greenways. *A copy of the budget amendment is attached to these minutes.*

14. Memorandum of Agreement for Wake County owned land at 1317 N. Main Street – The Council approved a Memorandum of Agreement between the Town, Wake County, and lead applicants for the sale and disposition of property owned by Wake County located at 1317 N. Main Street.

15. Supplemental Bond Order for Water and Sewer Bond Refunding – The Council adopted Resolution 20-21 for Supplemental Bond Order and Series Resolution authorizing and providing for the issuance of up to \$5,600,000 in Water and Sewer Revenue Refunding Bonds. *A copy of Resolution 20-21 is attached to these minutes.*

NEW BUSINESS

16. Avent Ferry Road Widening (GB Alford to Ralph Stevens – TOHS Eng. Proj. 12-003)

Aaron Levitt, Engineering, said that the purpose of this item is to appropriate \$2,236,751 for this project, much of which will be reimbursable.

He said that this widening project consists of the construction of about 0.34 miles of widening along Avent Ferry Road from GB Alford Highway (NC 55) to Ralph Stephens Road, to four lanes with a median and/or turn lanes at intersections. The project will be a continuous green intersection and will include traffic signals and curb ramp upgrades, curb and gutter; sidewalks, crosswalks, concrete and landscape medians, storm drainage, utility relocations pavement markings, erosion control measures and other items. Construction is expected to begin in early fall of 2020.

Mr. Levitt said that funding for this project will be partially reimbursed with federal-aid funding through NCDOT. Staff has secured \$1.9 million in reimbursable grant funds to date, and once the project is completed it is anticipated that over \$2 million in grant funds will be used to complete this project. The right turn lane required by the Stephens Tract project will be constructed at the same time, to limit traffic impacts to residents. This will be detailed in a forthcoming agreement.

Mr. Levitt said that public information meetings were held in 2015 and January of 2020. Most of the comments at those meetings were regarding median spacing. As construction moves forward, construction updates will be provided via social media, the Town webpage, Digital message boards and direct mailings, and door hangers for people whose driveways might be affected.

Mr. Levitt showed the budget, including already appropriated funds, expected reimbursements, and gap funding. After the project is completed and reimbursements are received the anticipated surplus should be \$2,033,000.81.

MPT Berry asked about the agreement with Mungo on the right turn lane. Mr. Levitt said that there is a change order ready, as soon as the agreement with the developer is ready.

Councilman McGrath asked if the continuous green would change from the morning commute to the evening commute. Mr. Levitt said that the signal was tied in with the fiber network and would be adjustable.

Councilwoman Kelly asked if there was a summary of the traffic improvements this will solve. Mr. Levitt said that it is mostly functional improvements. It doesn't help much with capacity, but it improves flow, and keeps the traffic flowing on 55. We will see capacity improvements once

Phase II is completed. The Town wanted to complete the two phases at the same time, but was unable to combine the two projects because the road classification changes at Ralph Stevens.

Action 1: Motion to approve project budget and transfer of funds from Street Reserves to the project account in the amount of \$2,236,751.

Motion by: Berry
Second by: McGrath
Vote: Unanimous

Action 2: Motion to award the Avent Ferry Road Widening Contracts for a total of \$2,139,759.

Motion by: Villadsen
Second by: Berry
Vote: Unanimous

17. Adoption of a Portion of Woodfield Deadend Road

Rachel Jones, Engineering, said the purpose of this item is to approve the Woodfield Deadend Road adoption. Woodfield Deadend Road is currently under NCDOT maintenance and it bisects the Carolina Springs project. The existing roadway is a dirt surface that does not meet Town standards. With the development of Carolina Springs, this roadway will be improved and realigned in accordance with Town standards, and that portion of the road will be renamed. The NCDOT has requested that the Town adopt this section of the road. Once a Resolution for this has been approved, NCDOT will submit to their Board of Transportation, which may only meet once a quarter or less often due to COVID. The portion of Woodfield Deadend Road that is proposed for Town adoption extends from the southernmost property line of the Carolina Springs PUD at Woods Creek Road, to the development's northern most property line that abuts the Colman and Harris properties.

Councilman McGrath asked when the Town starts taking over responsibility of the road, and whether the Town would have to maintain it as the construction trucks are coming in and out. Ms. Jones said that as soon as we receive approval from DOT Transportation Board it becomes the Town's responsibility to maintain, but the developer is responsible for the construction and improvement of the road. The Town would not have to maintain it until it is completed by the developer.

Action: Motion to approve the authorization of the Town to adopt a portion of Woodfield Deadend Road right-of-way from the NCDOT.

Motion by: McGrath
Second by: Kelly
Vote: Unanimous

OTHER BUSINESS

Mayor Sears said there are 8,354 COVID-19 cases in the County, with 86 deaths. In our zip code there are 136 cases and one death. He asked that people continue to wear face coverings and stay 6 feet apart.

He then shared that the Town received a thank you letter from the Holly Springs Community Band for the nonprofit grant the Town gave them, and one from the Chamber Foundation for the Town's donation to the Angel Fund for COVID relief.

Councilwoman Kelly thanked the Clerk and Communications and Marketing departments for working on the web page and the access to minutes and other documents for the community. She appreciates all the residents who are stepping up and helping each other during this crisis and she is proud of Holly Springs.

Councilman McGrath asked how difficult it would be to change the EV charging station at Town Hall to a paid device instead of a free-to-residents device. Randy Harrington said that there is some money in the budget that could be used for that purpose. The Town is looking into converting the existing one and adding some charging stations in the parking deck.

Councilman McGrath said the first Landfill Working Group met at 6:00 prior to the Council meeting, and they are working on how to present the Town's perspective to Wake County on the malodor effects of the landfill. They intend to meet monthly at 6, before Council meetings.

He then asked people to look at the statistics of COVID-19 and rather than being afraid, look at who needs to be protected the most in our society.

Councilman Villadsen thanked the Farmers Market for another great event. He went last Saturday and there were great vegetables, and masks, and dog treats. He encourages everyone to visit the Farmers Market.

Councilman Wolff thanked Mr. Crandall for providing information and potential partnership opportunities to make solar more accessible to more people. This is a potentially cost-free way to develop a sustainability policy for our town. There's a big UDO revision coming up, and this might be the time to tackle this big project. He would like a presentation on the SolSmart program at an upcoming workshop to receive more information.

Mayor Pro Tem Berry said that a lot of people saw the fireworks, and he gave kudos to Parks and Recreation department for getting that done for all of our residents. He reminded people that there is not a meeting on the first Tuesday in August and no workshop meeting in August. The next Council meeting is August 18, 2020.

MANAGER'S REPORT

Randy Harrington, Town Manager, said whenever the Town completes a new facility, it is traditional to have a plaque to honor those who were responsible. Staff got the plaque ready for the Holly Springs Parking Deck in the spring, then COVID came and put a pause on it, and now it's too hot to have an outdoor ceremony. He said staff wants to have the commemoration and plaque unveiling in October, when it's cooler and perhaps the COVID situation will have improved.

CLOSED SESSION: The Council entered into closed session, pursuant to N.C.G.S. 143-318.11(a)(6) to discuss the procedure for the Town Manager's annual evaluation.

Motion by: Berry

Second by: McGrath

Vote: Unanimous

Motion to leave closed session was made by Councilman McGrath, seconded by Councilwoman Kelly and passed with a unanimous vote.

Adjournment: Councilman McGrath made a motion to adjourn at 8:10 pm. It was seconded by Councilwoman Kelly and passed with a unanimous vote.

Respectfully Submitted on Tuesday, August 18, 2020.



Linda C. McKinney, Town Clerk

Addenda pages as referenced in these minutes follow and are a part of the official record.